



OFFICE OF PUBLIC INSTRUCTION

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Linda McCulloch
Superintendent

DATE: December 10, 2003

SUBJECT: "Best Practice Awards"

TO: School Food Authority Administrators

FROM: Christine Emerson, Director
School Nutrition Programs

The U.S. Department of Agriculture (USDA) is pleased to announce the 2004 "Best Practices Awards" in the National School Lunch Program (NSLP) and School Breakfast Program (SBP). In order to encourage and reward outstanding practices in school food service, the Department will recognize outstanding practices in four categories in schools and School Food Authorities (SFAs) participating in the NSLP and/or SBP.

The four categories include: Reaching Needy Children in the Summer, Increasing School Breakfast Program Access, Increasing Consumption of Fruits and Vegetables by Participants, and the Healthy School Nutrition Environment. Please review the categories on Attachment 1.

School Nutrition Programs encourages you to nominate schools and SFAs for outstanding and innovative practices in any of these areas. The USDA will present awards to a winner in each category.

A nomination should consist of:

- a complete and accurate description of the practice (at least 250 but not to exceed 300 words);
- appropriate numbers, such as dollars saved or increased participation;
- relevant history, impact, and/or cost effectiveness;
- documenting photographs or newspaper articles;
- one copy of any coloring books, posters or videos that have been developed;
- the name and telephone number of a contact person (these should be printed or typewritten to alleviate any question of spelling);
- the mailing address;
- the size or average daily participation of school or SFA; and
- the category for the nomination.

The School Food Authority/School Nomination Form is provided as Attachment 2.

NOMINATIONS MUST BE RECEIVED IN OUR OFFICE BY MARCH 15, 2004.

Attachments

BEST PRACTICE AWARD CATEGORIES

Ideas are given for each category; however, these ideas are not intended as limitations. Nominations of creative or innovative ideas in all areas are encouraged. The four categories are listed below.

Reaching Needy Children in the Summer: School Food Authorities that expand school lunch or breakfast service under the National School Lunch or School Breakfast Programs during the summer months or who sponsor or vend summer feeding programs under the Summer Food Service Program to reach needy children. Nominated School Food Authorities should receive credit for all meals served to needy children under both School Nutrition Programs and the Summer Food Service Program. Provide the best available number or estimate of the total number of meals served in June and July, School Years 2002 and 2003 by meal type; i.e., breakfasts, lunches, and snacks.

Increasing School Breakfast Program Access: Activities and/or other creative or innovative ideas that were developed to promote the school breakfast program, increase participation in an existing school breakfast program or to establish a new breakfast program in a nonparticipating site(s). Identify barriers to participation and how they were eliminated. Note any partnerships that were developed within the community to collaborate on ways to improve the breakfast program participation or to start new breakfast programs. Include activities to promote School Breakfast Week. Include enrollment and participation figures and percent of increase and/or the number of new programs established.

Increasing the Consumption of Fruits/Vegetables by Participants: Develop best practices for increasing fruit (both fresh and dried) and fresh vegetable consumption. Develop partnerships with health programs like 5-A-Day whose goal is to increase the average consumption of fruits and vegetables to five or more servings daily through activities and special events. Note any impact on eating behaviors, like snack choices and increased participation in the school meal programs.

Healthy School Nutrition Environment: There are six components of a healthy school nutrition environment. Each one is important and has an impact on nutrition and physical activity. The definitions of success, suggested activities, and “how to’s” for making improvements are listed in the Guide to Local Action booklet in the Changing the Scene Kit. There are no limits to the number of components you may select. The components are:

- ✓ A Commitment to Nutrition and Physical Activity;
- ✓ Quality School Meals;
- ✓ Other Healthy Food Choices;
- ✓ Pleasant Eating Experiences;
- ✓ Nutrition Education; and
- ✓ Marketing.

NOMINATION FORM

National School Lunch Program Best Practices Award
U.S. Department of Agriculture/Food and Nutrition Service

Name of School or School Food Authority (i.e., Sponsor) being nominated (no individuals, please):

Mailing Address _____

City _____ State _____ Zip Code _____

Average Daily Participation _____ Number of Schools _____

Category (*check only one*)

- ☐ Reaching Needy Children in the Summer
- ☐ Increasing School Breakfast Program Access
- ☐ Increase Fruit/Vegetable Consumption
- ☐ Healthy School Nutrition Environment

Submitted by (Type or Print Name/Title) _____

Telephone Number _____ Fax Number _____

Mailing Address (*if different than school being and nominated*) _____

Description of Practice (*Include information on cost, history, and impact. Supporting documents or additional pages may be attached.*)
